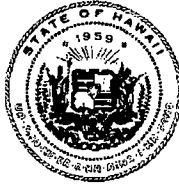


DAVID Y. IGE
GOVERNOR



HAKIM OUANSAFI
EXECUTIVE DIRECTOR

BARBARA E. ARASHIRO
EXECUTIVE ASSISTANT

STATE OF HAWAII
HAWAII PUBLIC HOUSING AUTHORITY
1002 NORTH SCHOOL STREET
POST OFFICE BOX 17907
HONOLULU, HAWAII 96817

IN REPLY PLEASE REFER TO:
16:CPO/254

August 10, 2016

TO: Interested Parties

FROM: Rick T. Sogawa 
Procurement Officer

SUBJECT: Invitation for Bids No. PMB-2016-19, Addendum No. 1
Provision of Refrigerators to State and Federal Low Income Public
Housing Properties Statewide

This Addendum No. 1 is to: 1) provide responses to written questions received at the Pre-Bid Conference conducted by the Hawaii Public Housing Authority (HPHA) on August 4, 2016, up until August 8, 2016 and 2) amend the RFP as follows:

Part I – Response to Written Questions:

Question 1. 4C. Deliveries to Oahu properties shall be made within 14 calendar days after receipt of the Order Form. Deliveries to neighbor island destinations shall be made within 21 calendar days after receipt of the Order Form. Deliveries shall be made during normal Hawaii state government business hours, between 7:45a.m. to 4:30 p.m. HST on weekdays with the exception of State holidays. See attachment 15.

There should be an amendment or exception to allow additional time to complete its deliveries by the vendor in the event of large order(s) by various amps submitted. A planned confirmed preorder would be helpful.

Response: See Part II – Amendments to the IFB below.

Question 2. 5B. Only one (1) make and model shall be offered and furnished for each type/size of refrigerators solicited on the Bid Offer Form and shall be indicated by the bidder on the Bid Offer Form.

Would we be able to use the same model for both the Group (A) 18 cubic ft. Refrigerator and Group (B) 18 cubic ft. ADA Compliant Refrigerator provided it meets specifications?

Response: Yes. The same model can be used to satisfy one or more size/capacity refrigerators solicited in the IFB provided that it meets all specifications for the size/capacity refrigerator.

Question 3. 6A. The warranty period for all refrigerators shall be for a minimum of five years from the date of acceptance. The date of acceptance shall be designated as the date that the new refrigerator is satisfactory received and installed in proper working order. Full coverage shall include costs for parts, labor, and any other expenses incurred in performing warranty work.

The warranty period should be a minimum of one year from the date of acceptance. Reason: manufacturer's standard warranty is one year parts and labor.

Response: Requirement shall remain as solicited in the IFB. Bidders are encouraged to include extended warranty prices into their bids.

Question 4. Technical Specifications for Group A – 15 cu. ft., 18 cu. ft. and 21 cu. ft. Refrigerators:

- a. Can I bid on a 14.6 cu. ft. refrigerator for the 15 cu. ft refrigerator? As it states on page 33 1. General Description paragraph 2 it states "IFB is requesting bid prices for refrigerators of approximate size/capacity categories of 15 cu. ft. Industry standards are that typically a 14.6 cu. ft. refrigerator is rounded up to 15 cu. ft. Likewise a 16.3 cu. ft. refrigerator is rounded up to a 17 cu. ft. refrigerator.

Response: Yes. As specified in paragraph 2 of the Technical Specifications for Group A on page 33 of the IFB, "Actual cubic foot dimensions may be plus two (2) cu. ft. for the 15 cu. ft. model(s) and plus three (3) cu. ft. for the 18 and 21 cu. ft. models more than the normal size specified."

- b. 4K. Exterior doors shall have pocket handles and shall swing open to the right or left as specified by the HPHA. Each door shall be equipped with magnetic gasket.

Based on the cost of manufacturing energy star compliant refrigerators with pocket handle doors, manufacturers are not producing any 18 cubic ft. or 21 cubic ft. refrigerators with pocket handle doors. Also, the 15 cubic ft. model should be eliminated as future productions may be discontinued. Note: the elderly tenants would find the pocket handle doors very difficult to open especially if they have arthritis in their hands. With the traditional bow handle, the elderly could open the doors by twirling their hand beyond the

door handle and use their wrist to open the door. Request to delete this specification.

Response: Requirement shall remain as solicited in the IFB.

- c. 4O. Each refrigerator shall be furnished with a minimum of one (1) standard size ice tray. Manufacturers are no longer providing ice trays with top mount refrigerators. Request to delete this specification.

Response: See Part II – Amendments to the IFB below.

Question 5. Technical Specifications for Group B – 18 cu. ft. ADA Refrigerator:

- a. 4K. Exterior doors shall have pocket handles and shall swing open to the right or left as specified by the HPHA. Each door shall be equipped with magnetic gasket.

Based on the energy star requirement, manufacturers are not producing any ADA 18 cubic ft. refrigerators with pocket handle doors. Note: the elderly tenants would find the pocket handle doors very difficult to open especially if they have arthritis in their hands. With the bow handle, the elderly could open the doors by twirling their hand beyond the door handle and use their wrist to open the door. Request to delete this specification.

Response: Requirement shall remain as solicited in the IFB.

- b. 4O. Each refrigerator shall be furnished with a minimum of one (1) standard size ice tray. Manufacturers are no longer providing ice trays with top mount refrigerators. Request to delete this specification.

Response: See Part II – Amendments to the IFB below.

Question 6. Are the documents for submission to be torn out of the packet that was provided at our vendor meeting? Can a clean copy be gotten for bid submission?

Response: Bidders may make a copy of the documents for submission from the IFB packet or access the IFB documents online from the HPHA website at http://www.hpha.hawaii.gov/procurement/ifb_pmb_2016_19/index.html or the State Procurement Office website at <http://spo3.hawaii.gov/notices/notices/ifb-pmb-2016-19> to print the documents required for submission.

Question 7. Regarding the quantities outlined in Attachment 4, what percentage of these appliances will be ordered during the October 1, 2016 to June 30, 2017 dates?

Response: The quantities provided in Attachment 4 are the estimated quantities for the Initial 9-Month Contract Period effective October 1, 2016 to June 30, 2017.

Question 8. Regarding the quantities outlined in Attachment 4 what percentages of these appliances will be changed to left hand door?

Response: Estimated 30 percent of the quantities outlined in Attachment 4 will require change to left hand door.

Question 9. Can I submit a bid for regular door handles? As I need to be able to meet the stipulations as indicated below:

- a. Availability of both the 18 cu ft. and the 21 cu ft. refrigerators are not readily available which would affect II Scope of Work, Section B4 Delivery – paragraph c pg. 30 regarding meeting delivery times of 14 days to Oahu and 21 days for neighbor islands, this may not take place.
- b. In addition III Scope of Work Section B6 Warranties paragraph c It says "If an appliance is not repaired within 7 days business days you need to replace it within 14 days for Oahu and 21 calendar days for neighbor islands
- c. FYI – recessed doors or pocket doors may have an increased effect on prices and availability

Response: No. A bid submission with refrigerator models not meeting the specifications of the IFB shall be rejected and not considered for award.

Question 10. What if repairs are not done within 12 hours from when a call is made prior to 1pm? Service crews response time to a site may be up to 2 days as repair orders are scheduled geographically.

Response: See Part II – Amendments to IFB below.

Question 11. Bid Offer Form – Attachment 2, clarification needed on filling out this form:

- There are 3 Pricing columns, Initial 9-month Period, Option Year 1 and Option Year 2
- I understand the first column Initial 9-month Period example Bid Price per unit - \$300 change to Left Hand Dorr Fees per Unit - \$15,

removal and disposal fee per unit \$15 (these numbers are just for example) total is \$330 per unit

- Option Year 1 it has the same questions of which it maybe the same amount - \$330 per unit
- Option Year 2 it has the same questions of which it maybe the same amount - \$330 per unit
- Total Bid Price – which indicates adding up all the columns which would be \$990 per unit is that correct?

Response: Yes. The Total Bid Price is \$990 using the amounts provided in the example.

Question 12. Contract Price Adjustment: Can a 5% increase in price be put into the Bid Offer Form for Option Year 1 and/or into Option Year 2?

Response: The Contract Price Adjustment clause provided on page 24 of the IFB is intended for contract price adjustment request(s) from the Contractor after a contract is awarded based on the accepted bid prices submitted on the Bid Offer Form. The accepted bid prices shall be firm for each of the contract periods. Bidders are encouraged to include all price factors into their bid prices for each of the contract periods and are not restricted to a 5% increase.

Question 13. Can a bid be submitted prior to the bid submission date of August 19, 2016?

Response: Yes. However, should the HPHA issues an addendum prior to the bid submission date that changes the specifications of the IFB affecting the bidder's price, it is the bidder's responsibility to submit a modified bid offer to reflect the updated specifications.

Question 14. Just to clarify the Bid Submission documents consist only of Attachments

- Wage Certificate
- Bid Offer
- Certificate and Representations of Offerors, Form HUD 5369-D
- All other Attachments are not required to be turned into the bid, correct?

In addition:

- Corporate Resolution evidencing who is authorized to sign bid, which attachment is this?
- Documents specific to the appliance offered – cut sheet, catalog cut out.

Response: The list of documents/attachments required to be submitted with the bid offer is provided on Attachment 16 of the IFB, which includes the following:

- Wage Certificate (Attachment 1)
- Bid Offer Form (Attachment 2) – original signature required
- Certificate and Representations of Offerors, Form HUD 5369-C (Attachment 14)
- Hawaii Compliance Certificate or individual Certificates from the DLIR, DCCA and Tax Clearance Certificate from State of Hawaii Dept. of Taxation and IRS.
- Corporate Resolution indicating authorized signer for bid and contractual documents. Corporations usually have their form/format, a sample Corporate Resolution format is attached hereto as Exhibit A.
- Documents specific to the appliance offered – catalog cuts, owners manuals, factory literature, UL Listing, and UL Label.

All other IFB attachments are not required to be submitted with the bid offer.

Part II – Amendments to the IFB:

1. Subparagraph c. to Paragraph 4. Delivery, Installation & Disposal of Appliances on page 30 of the IFB is hereby amended to read as follows:

“c. Deliveries for single orders under 75 units shall be made within 14 calendar days after receipt of the Order Form for the Oahu properties and 21 calendar days for the neighbor island properties. Deliveries for single orders of 75 units or more shall be delivered within 21 calendar days after receipt of the Order Form for the Oahu properties and 30 calendar days for the neighbor island properties. Deliveries shall be made during normal Hawaii state government business hours, between 7:45 a.m. to 4:30 p.m. HST on weekdays with the exception of State holidays. See Attachment 15.”

2. Subparagraph o. to Paragraph 4. Applicable Specifications on page 35 of the IFB is hereby deleted in its entirety and replaced with the following:

 “o. The freezer section of the refrigerator shall be furnished with a minimum of one (1) standard size tray or shelf.”
3. Subparagraph o. to Paragraph 4. Applicable Specifications on page 38 of the IFB is hereby deleted in its entirety and replaced with the following:

 “o. The freezer section of the refrigerator shall be furnished with a minimum of one (1) standard size tray or shelf.”
4. Subparagraph b. to Paragraph 6. Warranties on page 32 of the IFB is hereby amended to read as follows:

 “b. During the warranty period, refrigerator repairs shall be completed within **24** hours of notice to the Successful Bidder if notice is provided by 1:00 p.m. HST, Mondays to Fridays, except State holidays. The Successful Bidder shall furnish a loaner appliance if requested by the HPHA to avoid unreasonable interruption of service.”

Please contact Ms. Tammie Wong, IFB Coordinator, at (808) 832-6090 should you have any questions. Thank you.



AN EQUAL OPPORTUNITY AGENCY

CORPORATE RESOLUTION

I, _____, Secretary of _____ Corporation, a corporation, do hereby certify that the following is a full, true and correct copy of a resolution duly adopted by the Board of Directors of said Corporation at its meeting duly called and held at the office of the Corporation, _____ Street, _____, _____, on the day of _____, at which a quorum was present and acting throughout; and that said resolution has not been modified, amended or rescinded and continues in full force and effect:

“RESOLVED that any individual at the time holding the position of President or Vice President, be, and each of them hereby is, authorized to execute on behalf of the Corporation any bid, proposal or contract for all those discussed in the contract documents be performed by the Corporation, and to execute any bond required by any such bid, proposal or contract with the Hawaii Public Housing Authority.”

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said _____ Corporation this _____ day of _____.

Secretary

(Names and Addresses of:)

President: _____

Vice President: _____

Secretary: _____

STATE OF HAWAII)
) ss
CITY AND COUNTY OF _____)

On this _____ day of _____, 20____, before me appeared _____
and _____ to me personally known, who,
being by me duly sworn, did say that he/she/they is/are the _____
and _____ of _____
_____, the Contractor named in the foregoing instrument, and that he/she/they
is/are authorized to sign said instrument in behalf of the Contractor, and acknowledges that
he/she/they executed the said instrument as the free act and deed of said Contractor.

(Notary Seal)

Notary Public, First Judicial Circuit
State of Hawaii

My commission expires _____